

VISIT...

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COMMAS

Use a **comma** **before the year** when the month and day are written in a date.

His birth date is January 11, 1909.

The letter is dated March 21, 2001.

June 21, 1969, was a special day for her.

A **comma** is **NOT needed** when only the month and year are written.

December 2001 was a memorable month.

COMMAS

Use a comma between the day of the week and the month of the year when writing a date.

The party is on Saturday, March 15, 2009.

Tuesday, April 1, 2008 was my anniversary.

If you arrive on Monday, May 9, 2007 you will be late for the party.

COMMAS

Use a **comma** when writing the name of a **city and a state**, or a **city and a country**.

Santa Maria, California

Chicago, Illinois

Boston, Massachusetts

Barcelona, Spain

Paris, France

Tokyo, Japan

COMMAS

Use a comma after the city and after the state or country when writing a sentence.

Mary was born in Dallas, Texas, last year.

New York City, New York, is where I live.

Is your favorite city Seattle, Washington, or
Miami, Florida?

COMMAS

Use a **comma** after **each item in a series** of three or more items. Use a **comma** **before the word *and*** in the series.

We had eggs , toast , and juice for breakfast.

Jeremy , Tom , Allan , and Fred were all late.

Please pick up the blocks , cars , and crayons.

COMMAS

Use a **comma** to set off the **quoted words** in a quotation.

"The phone is for you," said Mr. Anderson.

James asked, "Did you win the contest?"

"No," replied Tom.

"That's too bad," said James.

COMMAS

Use a **comma** to **separate two adjectives** if you do not use the word *and* between them.

Sally's cat is a healthy, happy animal.

Sally's cat is a healthy and happy animal.

The old, dark house was a scary place.

The old and dark house was a scary place.